

Vacancy Details

Personnel Notice:	75-15
Date Announced:	07/06/2015
Closing Date:	7/27/2015
Command:	CMC
Grade:	GS-15
Type:	Counsel, Hawaii Area Counsel Office, Marine Corps Forces Pacific

There is an immediate vacancy for a senior attorney to serve as Counsel, Hawaii Area Counsel Office (HACO), Marine Forces Pacific, located at Camp Smith, Hawaii.

HACO is a regional field office of the Office of Counsel for the Commandant (CL), U.S. Marine Corps, Washington, D.C., and the Office of the General Counsel for the Department of the Navy (Navy OGC). The Office of the Counsel for the Commandant is part of Navy OGC and provides legal advice to the Commandant of the Marine Corps and other senior Marine Corps leadership. HACO is a regional office responsible for providing the full spectrum of legal advice and counsel in accordance with directives governing OGC. The Counsel reports to the Deputy Counsel, Counsel for the Commandant. HACO provides legal support to the Commander, Marine Forces Pacific (MARFORPAC), Commander, Marine Corps Bases Hawaii, and all subordinate commands and commanders in the region.

The Counsel, HACO, is responsible for the full range of Navy OGC legal services with special emphasis on civilian personnel law, environmental law, fiscal law, and ethics. The successful candidate will have significant experience in one or more of these areas, as well as supervisory experience, the demonstrated ability to work with general officer and Senior Executive Service (SES) clients, other senior military and civilian clients, and the ability to maintain cooperative relationships with senior staff members in a dynamic organization. The office also provides legal services in the areas of procurement law, standards of conduct, FOIA/Privacy Act, audits and investigations, non-appropriated funds, and other general business law matters. The successful candidate will have daily interaction at the general officer and SES levels within the Department and will often be called upon to provide the definitive position for the Office of Counsel for the Commandant. The duties of this position require occasional travel.

To be selected at the GS-15 level, a candidate must have at least five and a half years of relevant legal experience. Applicants will be evaluated on the following six (6) factors: 1) length of professional legal experience in civilian personnel law, environmental law, federal fiscal law, and ethics; 2) have a minimum of three years of supervising experience, or similar experience in an attorney leadership role; 3) possess excellent analytical, research, and writing skills; 4) possess excellent oral communication and interpersonal skills; 5) demonstrate an ability to establish relationships and work effectively with general officers and members of the Senior Executive Service, as well as other senior military and civilian clients; and 6) demonstrate an ability to respond quickly, accurately, and creatively in a fast-paced environment with little direct supervision. Familiarity with the Department of the Navy (DON), DON OGC, and the United States Marine Corps is desirable.

In addition to the legal experience, skills, and abilities noted above, the successful applicant must have graduated from a law school that is accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to practice before a state or federal court. U.S. citizenship is a requirement of the position, and the successful applicant must be able to obtain and maintain a SECRET clearance.

Applicants should submit: A cover letter; resume; two legal writing samples (less than 10 pages, each, portions of longer works acceptable) that demonstrate analytical and advocacy skills; two most recent performance appraisals, if available; and the names and telephone numbers of at least three references (other than current supervisors) who may be contacted. Current federal government employees should indicate in their application their present GS level, or equivalent, and current salary.

Applications and all supporting documents must be sent by electronic mail to Mr. Mark Romano at mark.romano@usmc.mil, and Ms. Nancy Weathers at nancy.weathers@usmc.mil. This personnel notice will close at 11:59PM EST, July 27, 2015. Applications received after that time and date will not be considered. If you have questions about this announcement, you may contact Mr. Mark Romano at the email address above, or at 703-692-1764.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:
https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses may be paid, but are not guaranteed. If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package.

Permanent Change of Station (PCS) funding may be available to those eligible.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.